

MEMORANDUM FOR: Deputy Director for Administration

FROM: James H. McDonald  
Director of Logistics

SUBJECT: Request for Delegation of General Services  
Administration Operating Authority

1. Attached is a letter to the Administrator, General Services Administration (GSA) (Attachment A) and two draft delegations of authority (Attachment B). The letter, prepared for the signature of the Director of Central Intelligence, requests that GSA delegate to this Agency the authority to lease space and contract for the operation and maintenance of buildings occupied by the Agency.

2. The leasing delegation would simply remove the 5,000 square foot limitation on the authority presently delegated to the Agency. This ceiling is arbitrary, and while we have no present requirements impacted by this limitation, its removal would provide needed flexibility and authority to respond to future requirements.

3. The second delegation would allow us to immediately contract for certain services presently provided by GSA on a reimbursable basis. It would also allow us to contract for those services which GSA is supposed to provide under the Standard Level User Charge (SLUC) but, for budgetary or other reasons, is unable to provide. However, Agency funds are not presently budgeted for this purpose. This delegation establishes the framework within which the Agency and GSA will examine the totality of SLUC-financed support. The object of this analysis is to develop a systematic program leading to the delegation of certain of those functions to the Agency and to also make available an appropriate level of funding to carry out these tasks.

4. From the Agency's point of view, there appear to be no legal impediments to implementation of these delegations. While we are not aware of any specific legal limitations to GSA's ability to execute the delegations as we have requested, there may be some problems with the SLUC aspects of the delegations. Implicit in our assumption of SLUC-related functions is the transfer to the Agency of an appropriate level of SLUC financed funding. This may cause GSA some problems, but we would anticipate resolving those issues as a part of the analysis process.

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5. A further item which you may wish to bring up during your discussion with the Administrator involves the level of contracting authority of the various GSA building managers. The level of this authority varies from manager to manager; however, it has been uniformly quite limited. We understand GSA is in the process of raising this authority to \$10,000. We feel it should be raised further to \$15,000-\$20,000. This level would greatly enhance their ability to respond and would be an appropriate adjunct to the delegations we are requesting.

James H. McDonald

Attachments:

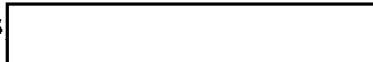
- A. Letter to the Administrator (GSA)
- B. Draft Delegations of Authority

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